

## DOCUMENT RESUME

ED 423 934

JC 980 430

AUTHOR Craig, Ford M.  
TITLE Report of MPCCA Human Resource Development 1997-98.  
INSTITUTION Mid-Plains Community Coll. Area, North Platte, NE. Office of Institutional Research.  
PUB DATE 1998-08-00  
NOTE 11p.  
PUB TYPE Reports - Descriptive (141)  
EDRS PRICE MF01/PC01 Plus Postage.  
DESCRIPTORS \*Administration; \*Career Development; \*Community Colleges; Conferences; \*Human Relations Programs; Institutional Research; \*Professional Development; \*Statistical Data; Teacher Education; Two Year Colleges; Workshops  
IDENTIFIERS Employee Participation; Mid Plains Technical Community College Area NE

## ABSTRACT

This report highlights basic descriptive statistics regarding Mid-Plains Community College Area (MPCCA) human resource development events/activities for fiscal year 1997-98. During that fiscal year, there were 117 form 0004's completed by 73 different MPCCA administrators, faculty, and classified staff. There were a total of 116 MPCCA administrators, full-time faculty, and staff members. About 44% of area employees participated in some form of professional development. Included are four tables illustrating employee participation by location and classification, as well as development activity and contact hours attended. Final observations include the following: completion of form 0004 by MPCCA employees is important in allowing for reliable summary statistics; the best participation rates were established by the faculty; those who completed a human resource development activity were satisfied with the experience; and participation in a conference, seminar, or workshop was the top-ranking mode of developmental experience. Appended is an MPCCA Form 0004 and a table showing employee participation by development activity. (AS)

\*\*\*\*\*  
\* Reproductions supplied by EDRS are the best that can be made \*  
\* from the original document. \*  
\*\*\*\*\*

**REPORT OF MPCCA  
HUMAN RESOURCE DEVELOPMENT  
1997-98**

**Report Completed by the MPCCA**

**Office of Institutional Research**

**Ford M. Craig, Ed.D**

**Director of Institutional Research**

**Date of Report**

**August, 1998**

U.S. DEPARTMENT OF EDUCATION  
Office of Educational Research and Improvement  
EDUCATIONAL RESOURCES INFORMATION  
CENTER (ERIC)

☒ This document has been reproduced as  
received from the person or organization  
originating it.

☐ Minor changes have been made to  
improve reproduction quality.

- Points of view or opinions stated in this  
document do not necessarily represent  
official OERI position or policy.

PERMISSION TO REPRODUCE AND  
DISSEMINATE THIS MATERIAL HAS  
BEEN GRANTED BY

F. M. Craig

TO THE EDUCATIONAL RESOURCES  
INFORMATION CENTER (ERIC)

## **Background**

The MPCCA Human Resource Development Plan was created in response to advice offered by North Central Association Evaluators during their 1986 and 1991 comprehensive visitations. Creation of the Plan began in July of 1994 and concluded when it was formally adopted by the Mid-Plains Community College Area Board of Governors at their July 23, 1997 meeting. The Plan is comprehensive in that it takes into account goals, funding sources, administration of the Plan, recommended development activities, specified outcomes, and data - collection/measurement forms. Implementation of the data-collection/measurement forms occurred during the 1997-98 fiscal year.

Statistics contained in this report have been drawn from Form 0004 (see appendix A) one of eight data-collection forms associated with the Plan. The purpose of this report is to highlight basic descriptive statistics regarding MPCCA human resource development events/activities for fiscal year 1997-98. A copy of the report has been forwarded to the MPCCA Human Resource Director.

## **Summary Statistics**

For FY 1997-98, there were one hundred and seventeen (117) 0004 forms completed by seventy-three (73) different MPCCA administrators, faculty, and classified staff. For the period of time under review, there were a total of 166 MPCCA administrators, full-time faculty, and staff members. Thus, about 44% of Area employees participated in some form of professional development. Table 1 contains the **participation distribution** for the seventy-three individuals according to MPCCA location.

Table 1

**MPCCA Professional Development  
Participation for all Employees-  
1997-98 by Location.**

	Number of Employees	%	Total 0004 Filed	%
McDonald-Belton	29	39.7	52	44.4
MCC	16	21.9	20	17.0
Voc-Tech	22	30.2	30	25.6
Area Office	<u>6</u>	<u>8.2</u>	<u>15</u>	<u>12.9</u>
<b>Total For Area</b>	<b>73</b>	<b>100.0</b>	<b>117</b>	<b>100.0</b>

Across the Area, of the seventy-three individuals who filed the 0004 forms (a) nine were administrators, (b) forty-four were faculty and (c) twenty were classified staff. Table 2 presents the **number and percentage of employees** (out of the total number for a particular level) who participated in a least one human resource development activity or event.

Table 2

**MPCCA Professional Development  
Participation for All Employees-  
1997-98 by Employee  
Classification.**

	No. Who Participated	%	No. Did Not	%	Total No.
Administrators	9	36.0	16	64.0	25
Faculty	44	54.3	37	45.7	81
Classified Staff	20	33.3	40	66.7	60
Board	<u>0</u>	0.0	<u>0</u>	0.0	<u>0</u>
<b>Total</b>	<b>73</b>		<b>93</b>		<b>166</b>

Across the Area, faculty had the strongest participation rates followed by administration, then by classified staff.

The **categories of growth** experiences appear in rank order from the most frequently attended to the least in Table 3.

Table 3

**MPCCA Professional Development Participation  
for All Employees 1997-98 by  
Development Activity**

<b>Rank</b>	<b>Type of Development Activity</b>	<b>Number of 0004 Forms Filed</b>
1	Participation in conference, seminar, or workshop	73
2	MPCCA tuition waiver for a class	28
3	Earned credit from college of university	8
4	Other	7
5	Travel	<u>1</u>
	<b>Total</b>	<b>117</b>

The seventy-three employees (who completed the 117 forms) responded to an item which asked them "how satisfied were you with this activity experience"? MPCCA employees responded to this question along a five point scale with "5" being "very satisfied" and "1" being "very dissatisfied." The overall satisfaction average which resulted was 4.43 with a standard deviation of .62.

Table 4 contains the reported numbers of **contact hours** and **semester hours** completed. If contact hours or semester hours did not apply, the employee checked N/A; fourteen individuals marked this option.

Table 4

**MPCCA Professional Development: 1997-98  
Number of Semester Credit Hours  
Completed and Number of  
Contact Hours Attended.**

<b>Semester Hrs. Completed</b>	<b>Contact Hrs Attended</b>	<b>Did Not Apply</b>
95.8	438	14

**Cost** for the development activities ranged from zero to \$ 949.54. The total reported costs to MPCCA were \$15,399.10 (includes MPCCA waiver costs).

**Final Observations and/or Conclusions**

- Reliable summary statistics will largely depend upon MPCCA employees completing form 0004 and completing it as accurately as possible.
- Slightly over two-fifths of all MPCCA employees participated in some type of human resource development activity. The best participation rates were established by the faculty; however, the distribution of participants on a by-campus basis was uneven.
- Those who completed a human resource development activity were quite satisfied with the quality of the experience.
- Participation in a conference, seminar, or workshop was the top-ranking mode of development experience.

Appendix A  
MPCCA Form 0004

Mid-Plains Community College Area  
**Professional Development Activity Report Summary**

Location (Please Circle One)    AO    McB    VT    MCC

**Please Check:**    Board \_\_\_\_\_ Classified Staff \_\_\_\_\_ Faculty \_\_\_\_\_ Admin. \_\_\_\_\_

Name \_\_\_\_\_ Date Submitted \_\_\_\_\_  
 Activity \_\_\_\_\_

**TYPE OF PROFESSIONAL GROWTH - In relation to position**

**Check One:**

Note: faculty who intend to seek approval for *\*salary adjustments* as a result of one of these professional development activities must complete form 0005 and have it approved by the appropriate administrator. *\*Per MPEA and MPVEA negotiated agreements.*

- \_\_\_\_\_ Earned credit from college or university  
 \_\_\_\_\_ faculty tuition reimbursement (Please complete form 0006)  
 \_\_\_\_\_ MPCCA employee tuition waiver  
 \_\_\_\_\_ Field work or clinical experience  
 \_\_\_\_\_ Participation in conference, seminar, or workshop  
 \_\_\_\_\_ Travel experience related to instruction areas  
 \_\_\_\_\_ Independent research and development activity  
 \_\_\_\_\_ Sabbatical  
 \_\_\_\_\_ Volunteer (specify) \_\_\_\_\_  
 \_\_\_\_\_ Other (specify) \_\_\_\_\_

**SUMMARY INFORMATION**

1. **How satisfied were you with this activity/experience?**

\_\_\_\_\_ Very Dissatisfied    \_\_\_\_\_ Dissatisfied    \_\_\_\_\_ Somewhat Satisfied    \_\_\_\_\_ Satisfied    \_\_\_\_\_ Very Satisfied

Comments: \_\_\_\_\_  
 \_\_\_\_\_

2. **TOTAL COMPLETED:** *Semester Credit Hours* (or equivalent) \_\_\_\_\_ *Contact Hours* \_\_\_\_\_ N/A \_\_\_\_\_

3. **TOTAL ACTUAL COST TO MPCCA FOR THIS ACTIVITY: \*** \_\_\_\_\_  
 \*To include prepaid expenses (i.e. registration, lodging, travel, etc.) plus any actual additional from Form 0003

4. **ATTACH DOCUMENTATION OF SUCCESSFUL COMPLETION/PARTICIPATION.**  
**PROVIDE GRADE REPORT FOR COLLEGE/UNIVERSITY CREDIT.**

\*\*\*\*\*

\_\_\_\_\_  
 Employee Signature

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Administrator/Supervisor Signature

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Human Resource Director Signature

\_\_\_\_\_  
 Date

*Copy to Personnel File*

**Copy To:** HRD (White), Inst. Research (Canary), Campus (Pink), Employee (Goldenrod)



**Appendix B**  
**Table 3**  
**For Each Campus**

**Table 3**  
**MPCCA Professional Development Participation**  
**for All Employees 1997-98 by**  
**Development Activity**  
**MCC Campus**

<b>Rank</b>	<b>Type of Development Activity</b>	<b>Number of 0004 Forms Filed</b>
1	MPCCA tuition waiver for a class	12
2	Participation in conference, seminar, or workshop	4
2	Earned credit from college of university	4
	Other	0
	Travel	<u>0</u>
	<b>Total</b>	<b>20</b>

**Table 3**  
**MPCCA Professional Development Participation**  
**for All Employees 1997-98 by**  
**Development Activity**  
**McDonald-Belton Campus**

<b>Rank</b>	<b>Type of Development Activity</b>	<b>Number of 0004 Forms Filed</b>
1	Participation in conference, seminar, or workshop	33
2	MPCCA tuition waiver for a class	15
3	Earned credit from college or university	2
3	Other	2
	Travel	<u>0</u>
	<b>Total</b>	<b>52</b>

**Table 3**

**MPCCA Professional Development Participation  
for All Employees 1997-98 by  
Development Activity  
Voc-Tech Campus**

<b>Rank</b>	<b>Type of Development Activity</b>	<b>Number of 0004 Forms Filed</b>
1	Participation in conference, seminar, or workshop	22
2	Other	5
3	Earned credit from college or university	2
0	MPCCA tuition waiver for a class	1
0	Travel	<u>0</u>
	<b>Total</b>	<b>30</b>



U.S. Department of Education  
Office of Educational Research and Improvement (OERI)  
National Library of Education (NLE)  
Educational Resources Information Center (ERIC)



JC 980430

# REPRODUCTION RELEASE

(Specific Document)

## I. DOCUMENT IDENTIFICATION:

Title: <i>Report of MPCCA Human Resource Development</i> <i>1997-98</i>	
Author(s): <i>Ford M. Craig</i>	Publication Date:
Corporate Source:	

## II. REPRODUCTION RELEASE:

In order to disseminate as widely as possible timely and significant materials of interest to the educational community, documents announced in the monthly abstract journal of the ERIC system, *Resources in Education* (RIE), are usually made available to users in microfiche, reproduced paper copy, and electronic media, and sold through the ERIC Document Reproduction Service (EDRS). Credit is given to the source of each document, and, if reproduction release is granted, one of the following notices is affixed to the document.

If permission is granted to reproduce and disseminate the identified document, please CHECK ONE of the following three options and sign at the bottom of the page.

The sample sticker shown below will be affixed to all Level 1 documents

The sample sticker shown below will be affixed to all Level 2A documents

The sample sticker shown below will be affixed to all Level 2B documents

PERMISSION TO REPRODUCE AND DISSEMINATE THIS MATERIAL HAS BEEN GRANTED BY

*Sample*

TO THE EDUCATIONAL RESOURCES INFORMATION CENTER (ERIC)

1

PERMISSION TO REPRODUCE AND DISSEMINATE THIS MATERIAL IN MICROFICHE, AND IN ELECTRONIC MEDIA FOR ERIC COLLECTION SUBSCRIBERS ONLY, HAS BEEN GRANTED BY

*Sample*

TO THE EDUCATIONAL RESOURCES INFORMATION CENTER (ERIC)

2A

PERMISSION TO REPRODUCE AND DISSEMINATE THIS MATERIAL IN MICROFICHE ONLY HAS BEEN GRANTED BY

*Sample*

TO THE EDUCATIONAL RESOURCES INFORMATION CENTER (ERIC)

2B

Level 1

Level 2A

Level 2B

Check here for Level 1 release, permitting reproduction and dissemination in microfiche or other ERIC archival media (e.g., electronic) and paper copy.

Check here for Level 2A release, permitting reproduction and dissemination in microfiche and in electronic media for ERIC archival collection subscribers only

Check here for Level 2B release, permitting reproduction and dissemination in microfiche only

Documents will be processed as indicated provided reproduction quality permits.  
If permission to reproduce is granted, but no box is checked, documents will be processed at Level 1.

I hereby grant to the Educational Resources Information Center (ERIC) nonexclusive permission to reproduce and disseminate this document as indicated above. Reproduction from the ERIC microfiche or electronic media by persons other than ERIC employees and its system contractors requires permission from the copyright holder. Exception is made for non-profit reproduction by libraries and other service agencies to satisfy information needs of educators in response to discrete inquiries.

Sign  
here,→  
ease

Signature: <i>Dr. Ford M. Craig</i>	Printed Name/Position/Title: <i>Director of Institutional Research</i>
Organization/Address: <i>Mid-Plains Community College Area, 416 North Jefferson, North Platte, NE 68901</i>	Telephone: <i>1-800-859-1105</i>
	FAX: <i>(308) 534-9028</i>
	E-Mail Address: <i>fmccraig@ziggz.mprc.cc.ne.us</i>
	Date: <i>NOV. 2, 1998</i>